

Special Education Finance Primer and Special Education Quarterly Briefs Scope of Work

Purpose:

This project seeks to create two products that serve as a resource for consumers and policymakers.

Project #1: Finance Primer

- A one-time document containing essential information pertaining to special education funding sources, formulas used in allocating funds, and funding practices used in Arizona and other states. Researching how other states allocate federal/state dollars for special education is a key component of this task.
- The document will be prepared in both electronic and hard-copy versions for statewide distribution to parents, other consumers and policymakers. The final format to present the information will be determined by vendor with input by the ADDPC staff.

Project #2: ADDPC Special Education Quarterly Briefs

- This product will be brief evaluation of specific topics related to special education in Arizona, created on a quarterly basis, for one year.
- Evaluation of topics will incorporate various topic areas, using existing state and national data to rate and score areas such as educational outcomes and other topics of importance to parents, other consumers and policymakers.
- The document will be prepared in both electronic and hard-copy versions for statewide distribution to parents, consumers and school officials. The final format to present the information will be determined by vendor with input by the ADDPC staff.

Timeframe for both project Duration/Completion:

The ADDPC seeks to select a contractor by November 15, 2011 with completion of the project by December 30, 2012.

Key Aspects for Project #1 Finance Primer:

The following components are the key activities to be undertaken by the contractor:

Develop a project plan establishing steps to research and write, a “Primer” document that will explain the mechanism of IDEA funding and state special education formulas. The primer will be written in plain language in both English and Spanish and will be of limited size to encourage easy use and accessibility of information. The plan at a minimum will address:

- Process of funding, calculation and distribution by the State (ADE) to local education agencies.

- State law governing use of funds by individual school districts and charter schools.
- Eligibility of students by age, disability, residence and other factors.
- The policies and assessments used to determine eligibility and due process options in challenging or disputing funding decisions made by school districts or charter schools.
- Other significant issues important in explaining funding processes for special education.
- Review of special education formulas and processes used in other states.
- Comparison of the nomenclature used by other states to identify students.
- An analysis of what types of formulas lead to the least restrictive classroom placements for special education students.

Key Aspects for Project #2 Special Education Quarterly Brief:

Develop a project plan to write and design a Special Education Quarterly Brief modeled upon the National Center for Learning Disabilities (NCLD) “2009 Arizona Special Education Scorecard”.

- Quarterly Brief will focus on summarizing available data housed at the Arizona Department of Education and other locations to discuss pertinent topic areas.
- The first Quarterly Brief shall be an overview of demographics and current outcome data similar modeled by NCLD.
- Additional topic areas will be determined by the Council and may include but not be limited to types of special education classroom settings, transition services, graduation rates, drop-out rates, and other measures of student achievements.

Communication with the ADDPC:

Both project designs will be submitted to the ADDPC before moving toward publication to ensure consistency with ADDPC branding requirements and that content addresses all necessary areas.

Final publication and all costs associated with printing will be the responsibility of the ADDPC.

Deliverables:

Written project plans outlining at a minimum how all factors listed above will be addressed; time table for implementation including benchmark dates to achieve set objectives and final products to be produced by contract ending date.